

Minutes of the Public Safety Committee Meeting – March 4, 2019

Members Present: Phil Wedekind, Tom Kolb, and Mike Plautz. **Others Present:** Tom Pinion, Mayor Palm, Chief M. Schauf, Fire Chief K. Stieve, Wade Peterson, and Tony Gilman.

Call to Order - Committee Chairman Phil Wedekind called the meeting to order at 1:00 P.M. at Baraboo City Service Center. Compliance with the Open Meeting Law was noted. It was moved by Kolb, seconded by Plautz to approve the agenda as posted. Motion carried unanimously. It was moved by Plautz, seconded by Kolb to approve the minutes of the February 4, 2019 meeting. Motion carried unanimously.

New Business

- a. Consideration of Proposed Policy that Prohibits the Use of Excessive Force and the Barring of Entrances/Exits for Non-Violent Civil Rights Demonstration in accordance with the CDBG CLOSE Public Facilities Grant Application program requirements – Engineer Pinion presented the background on this matter. He said that one of the requisite conditions of this Grant is the City have a policy on the use of force. He said the Police Department, as part of their WILEAG Accreditation, already have policies related to this, and they have been sent to the DOA, and they indicated that they are good; however, they are missing one piece. The DOA has indicated that the City should adopt their model resolution, there would be no questions asked. Pinion said that Chief Schauf has reviewed the resolution and has no objection. It was moved by Kolb, seconded by Plautz to send on to City Council with a positive recommendation. Motion carried unanimously.
- b. Review and Approve Bids for 2019 Public Works Projects – Pinion said this is the annual PW bids solicited. He said that there were seven proposals and it is staff recommendation to award them to the low respective bidders. He said the first six are the same every year, and Proposal 7 is for a Bike Path through the Park Department. Kolb moved to accept the low bid on all seven proposals. Plautz seconded the motion. Motion carried unanimously.
- c. Consideration of Proposals for State Road 136 Median Mowing – Pinion said that Top 2 Bottom is the same price as last year, and Sunrise Properties bumped their bid price a little. He said that Top 2 Bottom has done a decent job, and have done it the last three or four years. It was moved by Plautz, seconded by Kolb to accept the low bid for State Road 136 Median Mowing. Motion carried unanimously.
- d. Consideration of Proposals for Noxious Weed and Rank Growth Mowing – Pinion said that Sunrise Properties was the only bid received. Kolb moved to accept Sunrise Property Care for Rank Growth Mowing. Plautz seconded. Motion carried unanimously.
- e. Consideration of Proposals for Concrete Grinding – Pinion said he receive three bid. He said that Safe Step has historically been the high bidder, Hard Rock Concrete Cutter is new this year, and Asti has been the perennial low bidder on this job, and do a very good job. Plautz moved to accept the low bidder of Asti Sawing for the Concrete Grinding. Kolb seconded the motion. Motion carried unanimously.
- f. Consideration of Proposals for Concrete Leveling – Pinion said that this is not an each and every year; however, this year there is some to be done. He said that a defined square footage of what needs to be done was given, so the City was looking for a placeholder. However, the bidder need more definite number so they could do an estimate on actual quantity. Pinion said that there is no action necessary because there were no bids; however, when the final quantity is determined, bids will be solicited and it was come back to the Committee in the future.
- g. Consideration of Proposals for Engineering Design Services for 2019 Street Improvement Projects – Pinion said that four proposals were submitted and staff has reviewed them. He said that this is a time and material, not to exceed proposal, and a best estimate on their part based on the scope of services put together. Three of the four people invited did submit proposals, which was summarized in the packet. He said that the City rates companies on a scale of 1 to 3, to get some relative comparison of firm to firm. He said as far as total points, MSA ranks on the top because of some of their historic work in the City with the Stormwater Utility. He said MSA also recognizes the aggressive schedule, and they are willing to put two survey crews to get it done in a more timely and efficient manner. Pinion said that estimates are close, and the hours are there. Pinion said, with the Committee's permission, staff would negotiate a final price with MSA on a time and material, not to exceed contract. He said he expects for the final number to be below the \$59,000. Kolb asked if the City can justify going with MSA as opposed to the low bidder, Vierbicher. Pinion said that it really isn't a low bid, this was a time and material, not to exceed, give the City their estimated costs, and hours. Wedekind asked if this was just for Washington, and Pinion answered that this is for all three projects, Lake Street, Washington Avenue, and the mill and overlay on

Broadway. Pinion said that he is looking for bid results in May. Kolb moved Wedekind asked questions regarding the Washington Avenue storm sewer. Pinion said that a 60-inch pipe is feeding in to it on the lower end. He said it goes through the big hill and right down to the river. He said that pipe has sufficient capacity; however, upstream is a little hamstrung. He said at the time there are two parallel smaller diameter pipes, and what he is expecting, the City will have the option to replace those with a much larger one within the street profile. He did say one of the challenges may be conflicts with the sewer and water laterals. He said he thinks the better option would be a third pipe, much larger diameter east of the sidewalk on the fairground property. He said this would require an easement from the fairgrounds; however, previous discussion were favorable. He said this would be the most inexpensive construction, because it is in a greenfield, not with curb and gutter. It was moved by Kolb to allow staff to negotiate a contract for engineering design services for the 2019 Street Improvement Projects. Plautz seconded the motion. Motion carried unanimously.

- h. Consideration of Proposals for Engineering Services for Oak Street Booster Station Electrical Upgrade – Wade Peterson said request for proposal were sent out to five firms and four responses were received. It was Peterson's recommendation to use Donahue and Associates for the Electrical Upgrade. Peterson said that this fills the red and white tower. It was moved by Kolb to approve the low bidder, Donohue & Associates for Oak Street Booster Station Electrical Upgrade. Plautz seconded the motion. Motion carried unanimously.
- i. Consideration of Proposals for Engineering Services for Mill Race Water Main and Sanitary Sewer River Crossing Replacements – Peterson said that this crossing is directly south from the old pumphouse. He said that this crossing is a 1930s version, single barrel. He said everything that the City has now on the sewer side in all dual barrel crossings. Kolb asked the purpose of dual versus single. Peterson said that with a single barrel when it begins to back up, there are no options; therefore, it is more for a safety factor. Plautz asked the process of putting in the crossing. Peterson said that the local contractors think the ground will be suitable for a directional bore. He said that a Geo-Tech firm will be brought in to do borings to verify that this is the best option. Peterson said that five requests for proposals were sent and two were received, one from MSA and the other being Cedar Corp. He said that there was \$150.00 difference. He said that the most significant difference was that MSA had quite a bit of experience with doing siphons, and river crossings, where Cedar Corp. has some directional bores, but nothing listed for doing a siphon type project. It was moved by Plautz, seconded by Kolb to accept the proposal from MSA for the Mill Race Water Main and Sanitary Sewer River Crossing project. Motion carried unanimously.
- j. Consideration of proposed Application for a 2019 Urban Non-Point Source Planning Grant to update the City's 2007 Water Quality Plan – Pinion said two years ago an application was submitted for the same grant program, the demand exceeded the supply of fund; therefore, the City did not get funded. He said the City is a MS4 community, so the four Ss, it is Municipal Separate Storm Sewer System. He said it is communities within the Wisconsin River Basin that have populations greater than 10,000 people, the City is one of 13 MS4 communities in the Wisconsin River Basin. The DNR worked with the EPA to establish total maximum daily limits (TMDL), for phosphorus, in the entire Wisconsin River Water Shed for MS4 communities, and then they allocate what can be done. He said the applications have been submitted to the EPA and are confident they will be approved, but updated the City's Stormwater Quality Plan to address those specific goals to comply with the impending TMDLs, it is budgeted to do that this year. He feels that it is worth throwing the application at them, since there were already 30 done two years ago, the City stands a better chance. He said this would be for planning done in 2020. He said that if this were successful it would save about 40% of the cost of planning, which is approximately an \$80,000 project. It was moved by Plautz, seconded by Kolb to approve the submission of the Application for a 2019 Urban Non-Point Source Planning Grant as presented. Motion carried unanimously.
- k. Review and approval of monthly Billing Adjustments/Credits for Sewer and Water Customers for January and February 2019 – It was moved by Kolb, seconded by Plautz to approve the monthly Billing Adjustments/Credits for Sewer and Water Customers for January and February, 2019 as presented. Motion carried unanimously.

Reports

- a. Utility Superintendent's Report – Peterson said the Department has been busy with water mains breaks. Peterson said that the department keeps good inventory of parts to be able to repair most things. He said that wastewater project is up and running. He met with the DNR last week, and had the finally okay signoff on the loan. He said he should be finalizing the last bills in the next week or so and then will be sending out bills to the outlying communities for their portion of the project. He said that the department will be doing a presentation at Wisconsin Rural Water Conference at the end of this month, and it has also been selected for a presentation in Green Way at the Wastewater Conference in October.

- b. Street Superintendent's Report – Gilman said that the department helps the Water Department on a couple of water main breaks. The department has been busy is plowing, and downtown snow removal. He said they are working on corners and storm inlets for two weeks, trying to get everything open and flowable. He said that the pole building is up and ready to be prepped for use. Gilman said that the new refuse truck was suppose to be her last Wednesday; however, it had a recall before it ever got here. Wedekind asked how the salt supply was doing, and Gilman said that roughly 1100 ton per year, and the City allots for 1400 per year. Gilman said that the season was started with 800 tons of sand, and another 500 tons was mixed, with approximately one ton left. Plautz said that he would like to have the older snowplow trucks equipped with a wing to go under the mailboxes. Gilman said that the trucks that do not have a wing at this time would have to be totally refurbished as far as front axle springs, they are not designed for it. Gilman said that the downside to a wing is that they are fixed and basically can only distribute one direction. He said people are misdirected thinking that the blades can be turned at any time. He said that regarding the mailboxes, technically it is the residents responsibility to keep it clear for the post office.
- c. Police Chief's Report – Schauf stated he did not have a report for the Committee because they did not have their software yet, and the numbers that would be given to the Committee he could not support. He said the department has been working with alternative side parking and cars being towed. Plautz questioned the snow emergency ordinance. Schauf said that the challenge that is run into is a very significant catch 22, the people are told that there is no way that they can park on the street, but they still have to park. Schauf said that in the 20 years that he has been with the City, the snow emergency ordinance has never been enacted.
- d. Fire Chief's Report – Stieve presented the Committee with an article that was published in National Fire Magazine by one of the Fire Department's members. He said that was one member resign, he moved out of the area, which now leaves the Department with 38. He said that the Assistant Chief interviews were completed without anyone to hire. He said that there were 20 applicants, six were interviewed, invited three to a second interview, two of them declined, interviewed one; however, he wasn't the guy. Stieve said that the position will be readvertised. Stieve presented the Committee with information regarding Baraboo/Lake Delton Mutual Aid. Kolb said that he wanted to let Plautz and Wedekind know that he has always been opposed to Auto-Aid; however, sitting down with Stieve for some time, he is moving a little bit on this. He said after talking with Stieve, he spoke with Geick, and he is going to be looking into the potential fiscal impact. He said that 12 kids completed the Fire Academy. He said that eight of them became Certified Firefighter I, a couple of them have to take the written exam over, and a handful that have to retake the Firefighter 2 exam. He said the practical exam was cancelled due to cold weather in January. There is another Firefighter II in April, so hopefully the kids can get in and certified, because the program that they are in, they start college now, and then another part of the program is once they become certified, they can send in their certifications. Kolb asked the timeline for the Assistant Chief position, Stieve stated probably six weeks.
- e. Committee will tour garage and grounds to view the new storage building and 2019 Public Works Department equipment purchases at the City Services Center – Pinion said that the Public Works Department was expecting two skid steers, and a new garbage truck; however, only received one skid steer. He said given the temperature and everything, the tour will be held another day.

ADJOURNMENT – It was moved by Kolb, seconded by Plautz to adjourn at 1:55 p.m. Motion carried.

Respectfully submitted,

Phil Wedekind, Chairman